

Message Text

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PAGE 01 GENEVA 00905 131733Z

71

ACTION IO-14

INFO OCT-01 ISO-00 OIC-04 SNM-02 OMB-01 OC-06 CCO-00 SY-10

RSC-01 DRC-01 /040 W

----- 018054

R 131654Z FEB 74

FM USMISSION GENEVA

TO SECSTATE WASHDC 3970

UNCLAS GENEVA 905

FOR: IO/EX MENTER; IO/OIC JACKSON

E.O. 11652: N/A

TAGS: OCON

SUBJECT: ADMINISTRATIVE SUPPORT ARRANGEMENTS-3RD

SPECIAL SESSION, COMMISSION ON NARCOTICS DRUGS

FEB 18 - MAR 1

REF: GENEVA 533

THE FOLLOWING DESCRIBES SPACE AND ADMINISTRATIVE SUPPORT
ARRANGEMENTS FOR THE NARCOTICS DELEGATION.

SPACE. HOTEL INTERCONTENENTAL. TEL: 022-34-60-91. 9 PETIT SACONNEX.

ROOMS 314 THROUGH 18 ASSIGNED TO DELEGATION EXCLUSIVE OF SECRE-
TARIES.

ROOM 315 SET UP FOR HEAD OF DELEGATION, AMB. VANCE.

ROOM 316 (A LARGE DOUBLE) SET UP AS CONFERENCE ROOM AND WORKING
AREA FOR THOSE NOT ASSIGNED SPACE ELSEWHERE.

ROOM 313 WILL BE USED BY SECRETARIES ASSIGNED TO BOTH NARCOTICS
AND HUMANITARIAN LAW DELEGATIONS. WILL CONTAIN ONE SAFE FOR
CLASSIFIED MATERIAL PLUS XEROX MACHINE.

ROOM 314 WILL CONTAIN TWO DESKS, ROOMS 317 AND 318 THREE DESKS
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PAGE 02 GENEVA 00905 131733Z

EACH.

TELEPHONES. ALL ROOMS HAVE HOTEL TELEPHONE INSTRUMENTS PERMITTING PLACEMENT OF LOCAL CALLS. SECRETARIES WILL BE ABLE TO TRANSFER CALLS. A MISSION EXTENSION AND TWO MISSION INSTRUMENTS WILL BE INSTALLED TO PERMIT USE OF LONDON TOLL FACILITY FROM CONFERENCE SUITE. ONE INSTRUMENT WILL BE IN OFFICE ASSIGNED TO SECRETARIES AND THE OTHER INSTRUMENT IN A ROOM WHERE IT CAN BE USED BY MEMBERS OF BOTH NARCOTICS AND HUMANITARIAN LAW DELEGATIONS.

TRANSPORTATION. TWO HIRED CARS AND DRIVERS FOR ENTIRE PERIOD.

GENERAL. MEMBERS OF DELEGATION SHOULD REPORT DIRECTLY TO HOTEL ON MONDAY, FEB 18. MISSION CONFERENCE SECRETARY BEVERLY OLIVER WILL BE ON DUTY. (MISSION CLOSED ON MONDAY EXCEPT FOR SNACK BAR WHERE BREAKFAST AND LUNCH WILL BE SERVED.)

BUDGET. WILL APPRECIATE FISCAL DATA SOONEST GENEVA 533; SECRETARIAL SUPPORT \$250; TRANSPORTATION \$2,000; TELEPHONE TOLLS \$200.
DALE

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NNN

Message Attributes

Automatic Decaptioning: X
Capture Date: 01 JAN 1994
Channel Indicators: n/a
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Copy: SINGLE
Draft Date: 13 FEB 1974
Decaption Date: 01 JAN 1960
Decaption Note:
Disposition Action: n/a
Disposition Approved on Date:
Disposition Authority: n/a
Disposition Case Number: n/a
Disposition Comment:
Disposition Date: 01 JAN 1960
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
Document Number: 1974GENEVA00905
Document Source: CORE
Document Unique ID: 00
Drafter: n/a
Enclosure: n/a
Executive Order: N/A
Errors: N/A
Film Number: n/a
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Handling Restrictions: n/a
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ISecure: 1
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